



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 58th Transportation Battalion**  
3rd Chemical Brigade  
451 Colorado Avenue, Unit 8  
**FORT LEONARD WOOD, MISSOURI 65473**

ATSN-CBC

14 July 2005

**MEMORANDUM FOR Personnel Concerned**

**SUBJECT: Policy Letter #5, Equal Employment Opportunity**

**1. References:**

- a. Memorandum, ATZT-EOP, 8 May 1998, Command Policy #3-98, Equal Employment Opportunity.
- b. AR 690-12, 4 March 1988, Equal Opportunity and Affirmative Action with TRADOC Supplement 1.
- c. DA Pamphlet 690-400, 1 June 1993, Total Army Performance Evaluation System (TAPES), Chapter 4302.
- d. AR 600-20, 30 March 1988, Army Command Policy, Chapter 6.
- e. 3<sup>rd</sup> Chemical Brigade Policy Memorandum #3-99, Equal Employment Opportunity, 09 July 1999.

2. The purpose of this letter is to establish policies and procedures for Equal Employment Opportunity in the 58th Transportation Battalion.

3. The 58th Transportation Battalion will fully support the 3<sup>rd</sup> Chemical Brigade Equal Employment Opportunity Policy.

4. Each leader and supervisor will take positive measures to ensure fair and impartial treatment in all phases of employment, service and other activities affecting the career and welfare of their employees. All leaders and supervisors will be evaluated against their accomplishments and contributions to the EEO/AAP.

Robert T. Hixon  
LTC, TC  
Commanding